

Manistee DDA Design Committee
January 25, 2018 @ 8:00am
Chamber of Commerce
Minutes

1. Call to order – Chair

Meeting was called to order at 8:05am by Barry Lind

Present: Lind, Jeff Mikula, Denise Blakeslee, Janet Duchon, DDA Director Tyler Leppanen

Absent: Colleen Kenny, Kyle Mosher, Jeff Reau, Stacie Bytwork

2. Approval of Agenda

Motion by Duchon supported by Blakeslee to approve agenda as presented. Approved.

3. Public comment. (Limit 5 minutes per person.)

4. Riverwalk Walkthrough Update

Committee was overall happy with the Riverwalk maintenance; overgrown bushes have been removed in the area of Manistee Inn and Marina. Discussion about contacting someone at either the high school or West Shore Community College to add art to the Riverwalk. Also discusses was to walkthrough in the spring with DPW and pick priority projects for improvement each year.

5. Façade Grant Cycle

Recommendation to have façade grant cycle open year round as a balance sheet item to the DDA Board.

6. Outdoor Dining Bump outs Update

Leppanen was to confirm the what is in the sidewalk policy.

7. MSU Project Update

- a. Leppanen to work with Mikula on cost estimates of projects, and either Amor or Rightside Design for the costs on the signage. Also, Leppanen was to look into whether Patronicity allows for improvements on leased property.

- b. Lind asked Leppanen to ask MSU to add food trucks to the image of the Art Park.

8. Adjournment

Meeting adjourned at 9am.

Focus Area 3: Continue to improve the physical aesthetics and leverage the historic character of the downtown area.			
Strategy	Timing	Status	Measurable
Transition the management of the landscaping and maintenance contract back to Manistee DPW.	June 2017	Complete	Number and amount of façade grants, public/private investment in public areas, food trucks allowed in DDA, bump outs available for businesses in 2018.
Identify areas in the district that could be improved or created and propose potential projects to the Board. Potential focus areas are Art Park, Riverwalk, and Streetscape.	Ongoing: begin in May 2017	Visual concepts being developed through MSU SBEI	
Develop and propose policies to allow food trucks in DDA	May 2017	Complete	
Work on developing bump outs for outdoor cafes	Fall 2017	Complete	
Investigate timing of façade grant cycle to match with budget and construction season	Report to Board in September 2017	Complete	

Improve garbage removal of businesses on River St	Long-term: begin Winter of 2017		
Work with the Community Foundation or other partners to create a fund for long-term maintenance of Riverwalk.	2017-2019		